# Notice of Request for Qualifications Town of Gilbert Arts, Culture, and Tourism Board "Open Seating" Public Art Project: Artistic Enhancement of Community Benches as Public Art Deadline: Continuous

Services: Art Work for "Open Seating" Public Art Project

Solicitation Number: 2013-1001-0299

Opening/Deadline for Submittal: July 27 – Continuous. First Review August 27, 2013 Location: Municipal Center, Room 233, 50 East Civic Center Drive, Gilbert, AZ 85296

Town Staff Contact/ telephone number: Lisa Herrmann 480-503-6234. Contract Documents available at: Documents may be downloaded from www.gilbertaz.gov/rfp at no charge.

Date and Location for Submittal of Sealed Statements of Qualifications: Sealed Statements of Qualifications will be received at the Town of Gilbert Clerk's Office, Municipal Center, 50 East Civic Center Drive, Gilbert, Arizona 85296 for the above services. Statements of Qualifications must be submitted in a sealed envelope clearly marked on the outside with the name of the services and the solicitation number. It is the artist's responsibility to assure Statements of Qualifications are received at the above location.

<u>Services Summary</u>: The Town of Gilbert Arts, Culture and Tourism Board ("Board") seeks qualified artists to artistically embellish large fiberglass public benches as a mechanism to create public art in various prominent public settings around the Town of Gilbert. It is anticipated that selected artists will be placed on a list of qualified artists, and sponsors of the benches will select the artist for the bench to be sponsored by the sponsor. The artist and the sponsor will collaborate on the design for a specific bench, which must be within the parameters established by the Board.

<u>Right to Reject Statements of Qualifications</u>: The Board reserves the right to reject any or all Statements of Qualifications and to waive any informality in a Statement of qualifications

<b>Equal Opportunity:</b> Gilbert is an equal opportunity employer.	
DATED: July 25, 2013	TOWN OF GILBERT, ARIZONA
Publications Date(s):	July 27 – July 30, 2013
	, Town Clerk

## Request for Qualifications Town of Gilbert Arts, Culture, and Tourism Board "Open Seating" Public Art Project:

### Artistic Enhancement of Community Benches as Public Art Deadline: Continuous

#### 1. **Project Overview**

- 1.1 The Town of Gilbert Arts, Culture, and Tourism Board ("Board") seeks qualified artists to artistically paint translucent fiberglass public benches 6' in length (see attached rendering) as a mechanism to create public art in various prominent public settings around the Town. The most critical aspect of this artwork is that it should inspire, engage, excite, and intrigue members and visitors to the Gilbert community.
  - The benches will be sited in various locations, mainly in the downtown area with lots of visibility and exposure. Locations will be listed on website, maps and mobile apps.
  - This project is open to Arizona artists 18 or older
  - Artists working in all media are encouraged to apply.
  - Artists will be paid \$500 for each bench they embellish.
  - Artists' paints will be provided by the fiberglass manufacturer.
  - Sponsors will be matched to an artist and will work together to create the design that is agreed upon and suitable for public viewing.
  - Artists have the opportunity to work in an open studio environment with scheduled public visits.
  - Each bench will be labeled with sponsor and artist's info and be on display for 2 years

#### Additional requirements are:

- Suitable for public viewing and use
- Free of advocacy messaging
- Free of unsafe conditions
- Durable and low maintenance
- Artist agrees to allow ACT Board and assigned sponsor to participate in design development process - sponsor to approve final design
- Artist agrees to work within parameters of ACT Board project process
- Artist agrees to work under the direction of bench manufacturer as it relates to application and protection of artwork
- Considerations taken for natural and built environment surrounding particular site as assigned
- 1.2 Artists will sign a contract at the time of selection and will be paid a stipend upon timely completion of bench art as contracted.

- 1.3 Rights to the artwork shall be assigned to the Town of Gilbert.
- 2. Requirements for Statements of Qualifications ("SOQ")
- 2.1 Eligibility: Open to all adult artists (or teams of related disciplines) residing in Arizona (Preference will be given to locally based artists.) The lead artist will be required to enter into a contract for the services.
- 2.2 SOQ Opening Date and Location: Sealed Statements of Qualifications and requested images will be received at:

The Town of Gilbert Clerk's Office Municipal Center, 50 East Civic Center Drive Gilbert, Arizona 85296

for the above services. Statements of Qualifications must be submitted in a sealed envelope clearly marked on the outside with the name of the services and the solicitation number. It is the artist's responsibility to assure Statements of Qualifications are received at the above location.

- 2.4 SOQ: SOQs shall be submitted in conformance with the following:
  - A letter of interest, no more than one page in length, which explains the artist's interest
  - A current résumé. If submitting as a team, a résumé should be submitted by the team leader(s).
  - 3-5 images depicting previous artwork, representing the artists' style and expected approach for this project (Artwork that demonstrates participation in similar projects is also particularly helpful) All images should be annotated with artist's name, title, description, date, medium, size, location, and any other pertinent information. Preference is for images to be provided in jpg format, for use in online catalog for sponsor matching,
  - Contact information for two references, with knowledge of the artist's work, methods, and professionalism.
  - Optional: The artist may also include up to three additional support pieces, such as reviews, articles, or other related material.
- 2.5 Board Selection of Artists: The Board will review all SOQs and select the artist to be placed on a list that will be used by sponsors of the benches to select the artist for the sponsor's bench. The Board reserves the right to reject any and all submittals and to waive technicalities.
- 2.6 <u>Unsigned SOQs</u>: Unsigned SOQs will not be considered under any circumstances. Envelopes containing SOQs with insufficient postage will not be accepted. It is the sole responsibility of the submitter to see that his/her SOQ is delivered and received at the proper place.

File: 0578-004-0000-0000; Desc: Bench Project Request for Qualifications SG 5-31-13; Doc#; 161167v2

#### 2.7 Inquiries: Inquiries should be sent to:

#### Lisa.herrmann@gilbertaz.gov

or

Town of Gilbert Parks and Recreation, Attn: Lisa Herrmann 90 E. Civic Center Drive, Gilbert, AZ 85296

2.7 <u>Persons with Disabilities</u>: Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Clerk's Office. Requests shall be made as early as possible to allow time to arrange the accommodation.

#### 3. Project Process and Timeline

**(PLEASE NOTE:** The Town may review other submissions and adjust the timeline below as necessary for project completion.)

August 27, 2013 - First Review of potential artists' SOQs

August 29 – September 15, 2013 – Sponsor Contracts, Match process for each individual bench with sponsor, site, and artist

September 3-19, 2013- Final artist selection, contracts

September 19-30, 2013 – Art application of polyester colorants - instructional seminar provided (pantone hexachrome colors for reference)

September 3 – October 19, 2013 – Artist access to benches in workspace, public visitation allowed on limited basis

September/October 2013 – Final sponsor and ACT Board approvals of artwork October/November 2013 – Bench ownership transferred as necessary, benches installed

November 2013 – Official public opening

November 2013- May, 2016 – Benches available for public use, possible relocations of bench sites to stimulate new audience engagement. Artists remain available as needed to address any possible maintenance issues.

May, 2016 – Remaining bench ownership transferred from Town of Gilbert to private owners